

Office Use Only
\$15 graduation app fee

Paid _____ Date _____



Graduation Application

Phi Theta Kappa

- Yes
 No

Student/Tech ID Number _____ (or if not known, SSN* _____)

*Providing your social security number is voluntary; however it will help to ensure positive identification of your records

Name: (as you want it printed on your diploma)

First Name Middle Name Last Name

Phone Number: _____
(Area Code) Daytime number (Area Code) Evening number E-Mail Address

STUDENT SIGNATURE _____ **DATE** _____

**Graduation information will be mailed to your address on file.
Please verify your information online and update if necessary.**

If you have been arrested, charged or convicted of any criminal offense, you should investigate the impact that the arrest, charge or conviction may have on your chances of employment in the field you intend to study or on your chances to obtain federal, state and other higher education financial aid.

- ✕ Term and Year you intend to graduate: Fall 20____ Spring 20____ Summer 20____
✕ Campus you intend to graduate from: Cambridge Coon Rapids

CHECK DEGREE FOR WHICH YOU ARE APPLYING:

AA - Associate in Arts/MNTC

- General Education Emphasis (4902)
 Education Emphasis (4925)
 Psychology Emphasis (4970)

MN Transfer Curriculum only

- No Degree/No Fee (4903)

AAS - Associate in Applied Science

- Accounting Practitioner (5025)
 Business Accounting Emphasis (5030)
 2008-2009 2007-2008 2006-2007
 Business Marketing and Management Emphasis (5040)
 Business Office Technology Emphasis (5035)
 Physical Therapist Assistant (5219)

AFA - Associate in Fine Arts

- Art (5077)
 Music (5074)
 Music (5075/5076)
 2008-2009 2007-2008 2006-2007
 Theatre (5080)

AS - Associate in Science

- Accounting (5105)
 Administrative Management (5713)
 2008-2009 2007-2008 2006-2007
 Biological Sciences (5410)
 Biomedical Technologist (5100)
 Business (5050)
 Business, Industry and Technology (5700)
 Community Health (5270)
 Computer Networking & Telecommunications (5106)

- Computer Science - (5108/5109)
 Environmental Science (5400)
 Geographic Information Systems (5110)
 2008-2009 2007-2008 2006-2007
 Integrative Health & Healing (5260)
 Nursing - RN (5208)
 Nursing - LPN/RN (5238)
 Pre-Engineering (0900)

According to the college catalog, you may choose to fulfill degree requirements outlined in any single catalog under which you have been enrolled, provided the catalog was in effect no more than four years preceding the date of graduation. Please select the catalog year that you are following:

- 2009-2010 2008-2009 2007-2008 2006-2007

If planning to use transcripts from other institutions or academic standard petitions to meet your graduation requirements, you are responsible for ensuring they are received in the Records Office by the end of the term you intend to graduate.

Graduation Application Information and Deadlines



Steps You Need To Take:

- Submit a **completed Graduation Application and a \$15.00 non-refundable graduation fee** to the Business Office.
- If you have preliminary questions, make an appointment with a College Counselor or Advisor. To make an appointment, contact 763.433.1830 – Cambridge or 763.433.1230 – Coon Rapids.
- You may choose to fulfill degree requirements outlined in any catalog under which you are/were enrolled, provided that the catalog was in effect not more than four years preceding the date of graduation.
- You must complete all degree requirements under a single catalog.

Fall Semester: DEADLINE is July 1

Spring Semester: DEADLINE is November 1

Summer Session: DEADLINE is April 1

NOTE: Graduation Applications submitted after these deadlines are considered for graduation the following term.

The Records Office will process Graduation Applications received by the term's deadline in the following manner:

- The Records Office will prepare and send an audit prior to registering for your last term of enrollment. You should use the information on your audit to identify and schedule remaining course requirements during your final term of enrollment.
- Upon completion of your term of graduation, the Records Office will conduct a final review of your academic record and degree requirements.
 - If graduation requirements are met, you will be sent an unofficial transcript with your degree recorded.
 - Diplomas are ordered and issued at a later date.
 - If graduation requirements are not met, you will be sent notice of such. You must notify the Records Office with your updated term of graduation.

A commencement ceremony to celebrate graduation is held on each campus at the end of spring semester. All students graduating during the year are encouraged to participate.

Submit completed Graduation Application and \$15.00 to the appropriate campus:

Cambridge Campus
300 Spirit River Dr S
Cambridge, MN 55008-5704

www.anokaramsey.edu

763.433.1400

Coon Rapids Campus
11200 Mississippi Blvd NW
Coon Rapids, MN 55433-3470